

Minutes of Meeting

COVENTRY BOARD OF CIVIL AUTHORITY

Thursday, July 1, 2021

5:30 p.m.

Coventry Town Office

168 Main St, Coventry, VT 05825

Board of Civil Authority Present:

Justice of the Peace: John Miller (Chairman); Donald Hunt; Anita Allen; Richard Lussier;
Sherry Bradley; Pat Sloan

Not Present: Melissa Gallup

Town Select Board: Scott Briere

Not Present: David Gallup; Phillip Marquette

Town Clerk: Deb Tanguay

Other Guests: David Barlow, Town Treasurer; Martha Sylvester, resident

1.) Call to Order: BCA Chairman John Miller called the meeting to order at 5:31 p.m. after having noted a quorum of BCA members. There were no additions or adjustments to the agenda. All board members were signed in by the Town Clerk.

2.) Re-Organization of BCA Board : Nominations for Chairman was requested. A motion was made to appoint Donald Hunt as Chairman for ensuing two years. {JM/DT} There was no further discussion and motion carried unanimously.

Nominations for Vice-Chairman was requested. A motion was made to appoint Pat Sloan as Vice-Chairman for ensuing two years. {RL/DT} There was no further discussion and motion carried unanimously.

A motion was made to allow for elections to be held at the Community Center or the Coventry Village School. {RL/PS} Deb stated with the current situation we have been in with the pandemic, we need to consider the possibility of utilizing the Coventry School for spacing as needed. Deb has talked with the principal and he has agreed to allow the use of the school. There was no further discussion and motion carried unanimously.

A motion was made to post meeting notices at the Coventry Community Center, Post Office, Royer's Service Station and on the Town website as well. {RL/SB} This is where the Town currently posts and to

keep uniformity for residents makes sense to follow the same procedure. There was no further discussion and motion carried unanimously.

Chairman Don extended thanks and well wishes to previous Chairman John Miller for his many years of service to the BCA & BOA boards and to all elections. His service and dedication that he has put forth have been much appreciated!!

3.) Approve Minutes of Meeting: A motion was made to accept the Minutes of the February 26, 2020 meeting. {RL/SB} There was no further discussion and motion carried unanimously.

4.) Public Comments: Martha Sylvester thanked the BCA board for all their hard work during this past year with the pandemic and elections. Deb thanked the Board and Martha as well for their assistance and dedication they provided. Even though it was a trying and stressful year with a lot of uncertainty around the pandemic with new State procedures/protocols to follow and abide by, the elections team really stepped up above and beyond and helped the elections to be as successful as they possibly could be.

5.) Review Current Election Policies: A motion was made to accept the following election policies as presented ~ Poll Watchers Code of Conduct; Election Day Code of Conduct; Campaigning at the Polling Place Rules. {AA/SB}: The board members previously reviewed these policies that are already in place and posted at elections. There was no further discussion and motion carried unanimously.

6.) Review BCA Rules of Procedure: A motion was made to accept the Rules of Procedures already in place. {AA/SB} The board members previously reviewed this policy that is currently in place. There was no further discussion and motion carried unanimously.

7.) Review current Legislation changes and take action as needed: A motion was made to allow the Towns Absentee Ballot box to remain open thru election day until the polls close at 7PM. {SB/AA} State Legislation closed the box use for election day; however, local BCA boards have the ability to override this this change. There was no further discussion and motion carried unanimously.

A motion was made to change election day voting hours to 10:00 am to 7 pm. {SB/AA} Deb stated many smaller towns have reduced hours as not many residents come in during the morning hours. In addition, it allows for more time to do final setup and prepare for the election; and by reducing the numbers the Clerk is here on election days. The board will reassess these new hours to make sure voters are not being constricted of their right to vote. Voting procedures will be changing State wide where it is becoming more prevalent in seeing absentee ballots being mailed to registered voters. This will help to defray the reduced election day hours as voters will still have multiple avenues in voting.

There was some discussion around the Town of Coventry issuing absentee ballots to all registered voters. The Select Board and Deb will be researching this option further to see what steps the Town will need to

make in doing so. There will be more discussion on this topic at a future meeting when more information has been obtained to present.

8.) Review of Voter Checklist: The BCA board members conducted a thorough review of the voter checklist by reviewing each page, line by line. The board authorized the Town Clerk to challenge the necessary voters as stated. Deb will forward the acknowledgment to the VT Secretary of States office indicating this review has been completed.

9.) Discuss any other business that may need to come before the board: Deb stated we have received one grievance hearing request and are looking at holding the meeting on July 22nd.

10.) ADJOURN: A motion was made to adjourn the meeting at 6:54 P.M. {RL/PS} There was no discussion and motion carried unanimously.

Received and filed by:

Donald Hunt
Chairman, Board of Civil Authority

Deb Tanguay, Town Clerk